

HCF-1 PEDIATRIC AND SPECIAL CONTRACT SUPPLEMENTAL FORM (PSCSF 2007)

Updated 12/10/07

Facility Name			Contact Name				Phone #		
1	2	3	4	5	6	7	8	9	10
Acct #	Account Description	Allocation Code * Explain Below	Nursing Facility Expenses				Non-Nursing Facility Expenses		Total Expenses per Financials
			Geriatric	Pediatric (including Over 22 patients)	Other (Explain)	Other (Explain)	Other (Explain)	Other (Explain)	
				Enter VPN					
				Enter VPN	Enter VPN	Enter VPN	Enter VPN		
NURSING									
6020.1	Director of Nurses: Salary								0
4426.8	Director of Nurses: Group Life/Health Insurance								0
4336.3	Director of Nurses: Pension								0
4340.3	Director of Nurses: Benefits Other								0
4407.2	Director of Nurses: Payroll Taxes								0
4427.1	Director of Nurses: Workers' Compensation								0
6030.1	RN: Salaries								0
7429.2	RN: Group Life/Health Insurance								0
7529.2	RN: Pension								0
7629.3	RN: Benefits Other								0
7729.2	RN: Payroll Taxes								0
7829.3	RN: Workers' Compensation								0
6041.1	LPN: Salaries								0
7430.2	LPN: Group Life/Health Insurance								0
7530.2	LPN: Pension								0
7630.3	LPN: Benefits Other								0
7730.2	LPN: Payroll Taxes								0
7830.3	LPN: Workers' Compensation								0
6051.1	CNA: Salaries								0
7431.2	CNA: Group Life/Health Insurance								0
7531.2	CNA: Pension								0
7631.3	CNA: Benefits Other								0
7731.2	CNA: Payroll Taxes								0
7831.3	CNA: Workers' Compensation								0
6025.1	DON Purchased Service: Per Diem								0
6025.2	DON Purchased Service: Temporary Agency Staff								0
6035.1	RN Purchased Service: Per Diem								0
6035.2	RN Purchased Service: Temporary Agency Staff								0
6042.1	LPN Purchased Service: Per Diem								0
6042.2	LPN Purchased Service: Temporary Agency Staff								0
6052.1	CNA Purchased Service: Per Diem								0
6052.2	CNA Purchased Service: Temporary Agency Staff								0
4306.5	Nurses' Aide Training Administration								0
4306.6	Nursing Other Required Education								0
4306.7	Nursing Job Related								0
4610.0	TOTAL NURSING EXPENSES		0	0	0	0	0	0	0

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				Enter VPN					
				Enter VPN	Enter VPN	Enter VPN	Enter VPN		
A & G									
4110.1	Administration: Salaries								0
7424.2	Administration: Group Life/Health Insurance								0
7524.2	Administration: Pensions								0
7624.3	Administration: Benefits Other								0
7724.2	Administration: Payroll Taxes								0
7824.3	Administration: Workers' Compensation								0
4170.1	Administrator-in-Training: Salaries								0
7427.2	Administrator-in-Training: GLH Insurance								0
7527.2	Administrator-in-Training: Pensions								0
7627.3	Administrator-in-Training: Benefits Other								0
7727.2	Administrator-in-Training: Payroll Taxes								0
7827.3	Administrator-in-Training: Workers' Compensation								0
4125.1	Officers: Salaries								0
4426.2	Officers: Group Life/Health Insurance								0
7525.2	Officers: Pensions								0
7625.3	Officers: Benefits Other								0
4411.2	Officers: Payroll Taxes								0
4424.2	Officers: Workers' Compensation								0
4339.2	Officers: Profit Sharing and Other Benefits								0
4140.1	Clerical Staff: Salaries								0
7426.2	Clerical Staff: Group Life/Health Insurance								0
7526.2	Clerical Staff: Pensions								0
7626.3	Clerical Staff: Benefits Other								0
7726.2	Clerical Staff: Payroll Taxes								0
7826.3	Clerical Staff: Workers' Compensation								0
7926.3	Clerical Staff: Purchased Service								0
4150.3	EDP/Payroll/Bkkpg Serv.								0
4160.3	Management Fees (see HCF-3)								0
4160.6	Management Consultants								0
4250.5	Office Supplies								0
4261.5	Telephone: Phone								0
4262.6	Telephone: Directory Advertising								0
4280.5	Travel: Conventions and Meetings								0
4295.7	Advertising--Help Wanted								0
4298.7	Advertising--Promotional								0
4299.7	Direct Care Add-on Recruitment								0
4301.7	Licenses and Dues--Pt. Care Related Portion								0
4302.3	Licenses and Dues--Promotional, Goodwill, Leg. Portion								0
4306.2	Education/Training Administration								0
4350.3	Accounting - Appeal Service								0

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				Enter VPN					
				Enter VPN	Enter VPN	Enter VPN	Enter VPN		
4360.3	Accounting – other								0
4380.3	Legal - Appeal Service								0
4385.7	Legal - DALA Filing Fees								0
4390.7	Legal – Other								0
4431.7	Insurance - Malpractice & General Liability								0
4432.7	Insurance - Keyman insurance								0
4433.7	Insurance - Non-Profit DES Claims A&G Portion								0
4440.0	Other expenses								0
4710.0	TOTAL ADMINISTRATIVE & GENERAL EXPENSES		0	0	0	0	0	0	0
VARIABLE									
4306.1	Staff Development Coordinator: Salaries								0
7410.2	Staff Dev. Coord.: GLH Insurance								0
7510.2	Staff Dev. Coord.: Pensions								0
7610.3	Staff Dev. Coord.: Benefits Other								0
7710.2	Staff Dev. Coord.: Payroll Taxes								0
7810.3	Staff Dev. Coord.: Workers' Compensation								0
7910.3	Staff Dev. Coord.: Purchased Service								0
5105.1	Plant Operation: Salaries								0
7411.2	Plant Operation: GLH Insurance								0
7511.2	Plant Operation: Pensions								0
7611.3	Plant Operation: Benefits Other								0
7711.2	Plant Operation: Payroll Taxes								0
7811.3	Plant Operation: Workers' Compensation								0
5110.3	Plant Operation: Purchased Service								0
5115.5	Plant Operation: Supplies and Expenses								0
5120.5	Plant Operation: Utilities								0
5130.7	Plant Operation: Repairs								0
5205.1	Dietary: Salaries								0
7412.2	Dietary: Group Life/Health Insurance								0
7512.2	Dietary: Pensions								0
7612.3	Dietary: Benefits Other								0
7712.2	Dietary: Payroll Taxes								0
7812.3	Dietary: Workers' Compensation								0
5220.5	Dietary: Food								0
5221.3	Dietary: Purchased Service								0
5235.5	Dietary: Supplies and Expenses								0
5231.1	Dietician: Salaries								0
7413.2	Dietician: Group Life/Health Insurance								0
7513.2	Dietician: Pensions								0

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				Enter VPN	Enter VPN	Enter VPN	Enter VPN	Enter VPN	
7613.3	Dietician: Benefits Other								0
7713.2	Dietician: Payroll Taxes								0
7813.3	Dietician: Workers' Compensation								0
5233.3	Dietician: Purchased Service								0
5310.1	Laundry: Salaries								0
7414.2	Laundry: Group Life/Health Insurance								0
7514.2	Laundry: Pensions								0
7614.3	Laundry: Benefits Other								0
7714.2	Laundry: Payroll Taxes								0
7814.3	Laundry: Workers' Compensation								0
5320.3	Laundry: Purchased Service								0
5330.5	Laundry: Supplies and Expenses								0
5340.5	Laundry: Linen and Bedding								0
5410.1	Housekeeping: Salaries								0
7415.2	Housekeeping: Group Life/Health Insurance								0
7515.2	Housekeeping: Pensions								0
7615.3	Housekeeping: Benefits Other								0
7715.2	Housekeeping: Payroll Taxes								0
7815.3	Housekeeping: Workers' Compensation								0
5415.3	Housekeeping: Purchased Service								0
5420.5	Housekeeping: Supplies and Expenses								0
6504.1	QA Professional: Salaries								0
7416.2	QA Professional: Group Life/Health Insurance								0
7516.2	QA Professional: Pensions								0
7616.3	QA Professional: Benefits Other								0
7716.2	QA Professional: Payroll Taxes								0
7816.3	QA Professional: Workers' Compensation								0
7916.3	QA Professional: Purchased Service								0
6505.1	Ward Clerks & Medical Records Librarian: Salaries								0
7417.2	Ward Clerk & Med Rec Lib: GLH Insurance								0
7517.2	Ward Clerk & Med Rec Lib: Pensions								0
7617.3	Ward Clerk & Med Rec Lib: Benefits Other								0
7717.2	Ward Clerk & Med Rec Lib: Payroll Taxes								0
7817.3	Ward Clerk & Med Rec Lib: Workers' Compensation								0
7917.3	Ward Clerk & Med Rec Lib: Purchased Service								0
6506.1	MMQ Evaluation Nurse: Salaries								0
7418.2	MMQ Evaluation Nurse: GLH Insurance								0
7518.2	MMQ Evaluation Nurse: Pensions								0
7618.3	MMQ Evaluation Nurse: Benefits Other								0
7718.2	MMQ Evaluation Nurse: Payroll Taxes								0
7818.3	MMQ Evaluation Nurse: Workers' Compensation								0

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				Enter VPN	Enter VPN	Enter VPN	Enter VPN	Enter VPN	
7918.3	MMQ Evaluation Nurse: Purchased Service								0
6508.1	MDS Coordinator: Salaries								0
7432.2	MDS Coordinator: GLH Insurance								0
7532.2	MDS Coordinator: Pensions								0
7632.3	MDS Coordinator: Benefits Other								0
7732.2	MDS Coordinator: Payroll Taxes								0
7832.3	MDS Coordinator: Workers' Compensation								0
7932.3	MDS Coordinator: Purchased Service								0
6540.0	Social Service Worker: Salaries								0
7420.2	Social Service Worker: GLH Insurance								0
7520.2	Social Service Worker: Pensions								0
7620.3	Social Service Worker: Benefits Other								0
7720.2	Social Service Worker: Payroll Taxes								0
7820.3	Social Service Worker: Workers' Compensation								0
7920.3	Social Service Worker: Purchased Service								0
6550.0	Interpreters: Salaries								0
7433.2	Interpreters: GLH Insurance								0
7533.2	Interpreters: Pensions								0
7633.2	Interpreters: Benefits Other								0
7733.2	Interpreters: Payroll Taxes								0
7833.2	Interpreters: Workers' Compensation								0
7933.2	Interpreters: Purchased Service								0
7011.1	Indirect Restorative Therapy: Salaries								0
7421.2	Indirect Restorative Therapy: GLH Insurance								0
7521.2	Indirect Restorative Therapy: Pensions								0
7621.3	Indirect Restorative Therapy: Benefits Other								0
7721.2	Indirect Restorative Therapy: Payroll Taxes								0
7821.3	Indirect Restorative Therapy: Workers' Compensation								0
7013.3	Indirect Restorative Therapy: Consultants								0
7012.1	Direct Restorative Therapy: Salaries								0
7012.2	Direct Restorative Therapy: Benefits								0
7014.3	Direct Restorative Therapy: Consultants								0
7021.1	Recreational Therapy: Salaries								0
7423.2	Recreational Therapy: GLH Insurance								0
7523.2	Recreational Therapy: Pensions								0
7623.3	Recreational Therapy: Benefits Other								0
7723.2	Recreational Therapy: Payroll Taxes								0
7823.3	Recreational Therapy: Workers' Compensation								0
7022.3	Recreational Therapy: Purchased Service								0
7023.5	Recreational Therapy: Supplies and Expenses								0
7024.8	Recreational Therapy: Transportation								0

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				Enter VPN	Enter VPN	Enter VPN	Enter VPN		
4275.5	Travel: Motor Vehicle Expense								0
4306.3	Other Required Education								0
4306.4	Job Related Education								0
4434.7	Non-Profit DES Claims Variable Portion								0
6511.3	Physician Services: Medical Director								0
6512.3	Physician Services: Advisory Physician								0
6513.3	Physician Services: Utilization Review Committee								0
6514.3	Physician Services: Employee Physicals								0
6515.3	Physician Services: Other								0
6520.5	Legend Drugs								0
6522.5	House Supplies Not Resold								0
6523.5	Resold to Private Patients								0
6524.5	Resold to Public Patients								0
6530.0	Pharmacy Consultant								0
4810.0	TOTAL VARIABLE EXPENSES		0	0	0	0	0	0	0
FIXED									
4550.8	Building Depreciation								0
4565.8	Improvement Depreciation								0
4566.8	HCF Cap. Improvement Depreciation								0
4570.8	Equipment Depreciation								0
4576.8	HCF Cap Equipment Depreciation								0
4585.8	Software Depreciation								0
4586.8	HCF Cap Software Depreciation								0
4520.8	Long Term Interest								0
8027.7	Mass Excise Tax, Non-Income Portion								0
4590.8	Building Insurance								0
4510.8	Real Estate Taxes								0
4515.8	Personal Property Taxes								0
4538.8	Other								0
4535.8	Rent								0
9950.1	TOTAL FIXED COSTS		0	0	0	0	0	0	0
NON-ALLOWABLE									
4415.0	Interest on Late Payments, Penalties								0
4430.0	Interest on Working Capital								0
4435.0	Pre-Opening Expenses								0
8010.0	Bad Accounts								0
8012.0	User Fee Assessment								0
8015.0	Fines, Late Charges, and Penalties								0

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			Geriatric	Enter VPN					
			Enter VPN	Enter VPN	Enter VPN	Enter VPN			
8025.5	State and Federal Income Taxes								0
8030.0	Refunds and Allowances								0
	SUBTOTAL BAD ACCTS, TAXES, REFUNDS (BEFORE NON-NURSING FACILITY EXPENSES)		0	0	0	0	0	0	0
OTHER DIRECT NON-NURSING FACILITY EXPENSES									
	SUBTOTAL OTHER DIRECT NON-NURS FACILITY EXPENSES (Detail in Schedule below)						0	0	0
SUBTOTAL NON-NURSING FACILITY PROGRAM EXPENSES									
							0	0	0
REVERSE TOTAL NON-NURSING FACILITY EXPENSES AND POST TO APPROPRIATE HCF-1 ACCOUNT									
							0	0	0
NON-NURSING FACILITY EXPENSES - Enter total of column 8 & 9 into appropriate HCF-1 Acct.									
8040.0	Adult Day Care Expenses								0
8045.0	Assisted Living Expenses								0
8046.0	Outpatient Service Expenses								0
8047.0	Chapter 766 Program Expenses								0
8048.0	Ventilator Program Expenses (Expenses not reported above)								0
8049.0	Acquired Brain Injury Unit Expenses (Expenses not reported above)								0
8060.0	Hospital Expenses - Non-Nursing Facility								0
8065.0	Other Non-Nursing Facility Expenses								0
	SUBTOTAL NON-NURSING FACILITY EXPENSES				0	0	0	0	0
4000.0	TOTAL EXPENSES		0	0	0	0	0	0	0

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			Geriatric	Enter VPN						
			Enter VPN	Enter VPN	Enter VPN	Enter VPN				
Nursing Facility Patient Days Statistics										
	Self Pay								0	
	Managed Care								0	
	Non-Managed Care								0	
	Medicare Non-Managed Care								0	
	Medicare Managed Care								0	
	MA Medicaid Non-Managed Care								0	
	MA Medicaid Managed Care								0	
	SCO & PACE								0	
	Non-MA Medicaid								0	
	VA & Other Public								0	
	Other								0	
	Leave of Absence (Paid)								0	
	Leave of Absence (Unpaid)								0	
0100.0	ANNUAL PATIENT DAY TOTAL		0	0	0	0			0	
Non-Nursing Facility Patient Day Statistics										
	Under 22 Chapter 766 Days								0	
	Over 22 Chapter 766 Days								0	
	Other - Explain								0	
	Other - Explain								0	
	Other - Explain								0	
	Other - Explain								0	
	TOTAL NON-NURSING FACILITY DAYS						0	0	0	

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			Geriatric	Enter VPN					
			Enter VPN	Enter VPN	Enter VPN	Enter VPN			
Acct #	Account Description								

ALLOCATION METHODS - SHOW CALCULATIONS

Example - Square Footage Allocation %		16,000 80.00%	2,000 10.00%	1,000 5.00%	0 0.00%	1,000 5.00%	0 0.00%	20,000
Direct	A							
Hours	B							
Patient Days	C							
Square Footage	D							
Other (Explain)	E							
Other (Explain)	F							
Other (Explain)	G							

DIRECT NON-NURSING FACILITY EXPENSES

This schedule should be used to report any direct non-nursing facility program expenses that were not reported in the other line items provided above.

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[illegible]